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A Report to the Extension Committee on
Organization and Policy From the
Subcommittee on Inservice Training

November 1958

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U.S. DEPARTMENT OF AGRICULTURE

Membership of the committee: L. E. Hoffman, Indiana, Chairman; A. E. Durfee, New York; J. A. Duncan, Wisconsin; Hazel Jordan, Arkansas; Mabel C. Mack, Oregon; Dorothy Simmons, Minnesota; and Mary Louise Collings, FES, Secretary.

The committee has undertaken a number of new activities and has a progress report to make of several continuing projects.

Financing Workshops

On recommendation of the sub-committee, Director Hoffman wrote to the states during the past year to get views concerning the financing of Extension workshops.

Forty Directors replied and thirty-nine of them favored a proposal by which the states could take responsibility for meeting overhead costs of national Extension workshops for which grants or other financing could not be obtained.

These findings were presented to ECOP and the sub-committee was instructed to develop a definite proposal. This has been done and the proposal has been approved by ECOP. (See attached)

Three Weeks Winter School

ECOP - at its June meeting, gave approval to the sub-committee's idea of developing a three-weeks "Winter" school to supplement training opportunities now available through the five regional Extension Summer schools.

Several southern states have considered the undertaking and the University of Georgia is in the process of trying to develop a definite plan with the graduate school of that institution. I am sure Director Sutton would appreciate your suggestions concerning time of year and courses of study as well as your expressions of interest.

Report of Extension Regional Summer Schools

In the summer of 1958, the five regional extension summer schools reported an enrollment of 683 extension workers the largest number in the past 9 years. In the 5 schools there was enrollment from 47 States and one territory.

Enrollment in 1958, State Extension summer schools totaled 544. The question has been raised with some of the subcommittee as to whether or not the Regional Schools have outlived their usefulness in

light of the number of schools organized by individual States.

A second question is whether or not new courses need to be introduced into the 5 Regional School programs or are the presently offered courses those best suited to our needs? New courses made available this year included: Extension Education in Public Health; and the Specialists Role in Extension.

To date only one regional school has offered a course in county program administration. In 1958, only 3 schools offered evaluation and a teaching methods course; and only one school offered a course in public relations. Each of these courses draws at best 150 - 200 students each year.

Is there need for more thorough consideration of what is offered in the Regional Schools?

Communications Training

Completion of the sixth session on Basic and Oral Units of the Communication Training Program brings to a total of 195 extension people from 42 States who have participated in the 3-week sessions.

The first writing unit will be given November 9-20 at Michigan State; a second in December at the University of Georgia will be followed by two additional sessions on this unit to be held in the summer of 1959.

A poll of the States indicated that some 28 States were ready to enroll in the visual communications unit and 11 were considering it seriously. First training sessions are planned for the fall of 1959.

Evaluation and follow-up of communications is set as the principle topic for the next meeting of the CTR Committee, March 5-6, 1959.

Workshops Approved

A. Budgets for the Rural Sociology and Clothing workshops were reviewed and recommended favorably to ECOP.

B. Workshop requests receiving favorable recommendation to ECOP were-

- a. National Marketing Conference - for early 1959
- b. 2-day Recreation workshop to be held in connection with the National Recreation Congress in Chicago in the fall of 1959.
- c. Home Management Workshop in 1960.
- d. Foods and Nutrition Workshop in 1961.

These workshops have been approved by ECOP with the understanding that the responsibility committees will present satisfactory plans for programs for financing before final approval will be given.

Report of the Extension Inservice Training Task Force

The sub-committee received a progress report from the "Extension Inservice Training Task Force" which is chairmaned by Edward Kirby of Ohio. The task force will need additional time to complete its work, but is making headway on two important assignments.

One is to develop a proposed statement of the training responsibilities of various Extension staff members.

The second is an inventory of practices, needs, methods and materials related to in-service training. A sample inventory form has been developed and has been pre-tested in several states. When it is completed all states will be given an opportunity to participate in the inventory.

Human Development Workshop

For the eighth year, the Sears Foundation has indicated interest in making a grant for a workshop in Human Development - Human Relations to be administered through and conducted by Dr. Glenn Dildine of the 4-H Foundation. In the past these workshops have been held at the University of Maryland and at Cornell University. The 4-H Foundation would like to move the workshops for 1959 to the National 4-H Center. This would enable workshop participants to get acquainted with FES personnel and the resources both of FES and the 4-H Center. It seems desirable to provide university credit for the work done by participants in this 6 week session. In order to consider possibilities along these lines, exploratory talks have been held with the staff of George Washington University, College of General Studies. There seems to be no problem in working out an arrangement with George Washington University provided ECOP looks with favor on such arrangements.

Conference on Extension Training

For three years now, extension State leaders of training in evaluating the conference on Extension Training have made requests for an additional training session designed to give them a better understanding of the duties they carry out, how to plan and execute these duties, and of the techniques, and materials essential for carrying out their assigned responsibilities.

The annual national conference which has been conducted in the past has served a useful purpose to bring together college administration, resident instruction, graduate school, and extension representatives. It does not lend itself either in organization or personnel represented, however, to an intensive consideration of the types of specific training indicated above by extension State leaders of training.

The Senate Committee on Preservice and Graduate Training for Extension Workers has proposed a 1959 regional conference for State Leaders of training to be held in Pullman, Washington the week of May 11th.

The sub-committee solicits your interest, and more particularly, your suggestions concerning undertaking which can improve and strengthen the training programs for Extension personnel. We know that the regional summer schools, the state schools, the communications training, the Human Development Workshop and the study leave program of the various states are combining to provide good training for many staff members. However, the challenge facing Extension today is to involve an even higher percent of staff members in such training.

The sub-committee will continue to study this problem and will welcome your recommendations.